

Subject Description Form

Subject Code	ELC3612
Subject Title	Professional English for Biomedical Engineering II
Credit Value	1
Level	3
Pre-requisite	ELC2602 University English for Biomedical Engineering Students ELC3611 Professional English for Biomedical Engineering I
Objectives	This subject aims to further develop the English language skills required by students to communicate effectively in their future professional careers.
Intended Learning Outcomes	<p>Upon completion of the subject, students will be able to communicate effectively with prospective employers and co-workers through:</p> <ol style="list-style-type: none"> a. interacting professionally in job interviews, and b. participating actively in discussions <p>To achieve the above outcomes, students are expected to use language appropriate to the context, select information critically and present and support stance and opinion.</p>
Subject Synopsis/ Indicative Syllabus	<ol style="list-style-type: none"> 1. Job application documents and workplace correspondence Selecting and using relevant content; organising ideas and information; maintaining appropriate tone, distance and level of formality. 2. Job interviews and work-related negotiations Practising the specific verbal and non-verbal skills required in communicating with prospective employers in job-seeking interviews and with co-workers in discussions and negotiations. 3. Language appropriacy Using context-sensitive language in spoken and written English. 4. Language development Improving and extending relevant features of grammar, vocabulary and pronunciation.
Teaching/Learning Methodology	<p>The subject is designed to introduce students to the oral and written communication skills they may need to function effectively in their future professions.</p> <p>The study method is primarily seminar-based. Activities include teacher input as well as individual and group work such as drafting and evaluating texts, discussions and simulations. Students will be referred to</p>

	<p>information on the Internet and the ELC's Centre for Independent Language Learning.</p> <p>Learning materials developed by the English Language Centre are used throughout this course. Additional reference materials will be recommended as required.</p>																																														
<p>Assessment Methods in Alignment with Intended Learning Outcomes</p>	<table border="1" data-bbox="472 398 1425 831"> <thead> <tr> <th data-bbox="472 398 775 611" rowspan="2">Specific assessment methods/tasks</th> <th data-bbox="775 398 935 611" rowspan="2">% weighting</th> <th colspan="6" data-bbox="935 398 1425 539">Intended subject learning outcomes to be assessed (Please tick as appropriate)</th> </tr> <tr> <th data-bbox="935 539 1015 611">a</th> <th data-bbox="1015 539 1094 611">b</th> <th data-bbox="1094 539 1174 611"></th> <th data-bbox="1174 539 1254 611"></th> <th data-bbox="1254 539 1334 611"></th> <th data-bbox="1334 539 1425 611"></th> </tr> </thead> <tbody> <tr> <td data-bbox="472 611 775 757">1. Project negotiation meeting</td> <td data-bbox="775 611 935 757">100%</td> <td data-bbox="935 611 1015 757">✓</td> <td data-bbox="1015 611 1094 757">✓</td> <td data-bbox="1094 611 1174 757"></td> <td data-bbox="1174 611 1254 757"></td> <td data-bbox="1254 611 1334 757"></td> <td data-bbox="1334 611 1425 757"></td> </tr> <tr> <td data-bbox="472 757 775 831">Total</td> <td data-bbox="775 757 935 831">100 %</td> <td colspan="6" data-bbox="935 757 1425 831"></td> </tr> </tbody> </table> <p data-bbox="472 846 1425 958">In the project negotiation meeting, students are assessed on their use of language and skills for the role of job applicants participating in job interviews that involve project negotiations.</p>							Specific assessment methods/tasks	% weighting	Intended subject learning outcomes to be assessed (Please tick as appropriate)						a	b					1. Project negotiation meeting	100%	✓	✓					Total	100 %																
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<p>Reading List and References</p>	<p data-bbox="472 1384 1425 1473">Course materials Learning materials specially developed by the English Language Centre.</p> <p data-bbox="472 1525 1425 1563">Recommended readings</p> <p data-bbox="472 1581 1425 1653">Deluca, M. J. (2001). <i>More best answers to the 201 most frequently asked interview questions</i>. New York, NY: McGraw-Hill.</p> <p data-bbox="472 1693 1425 1765">Firth, A. (ed.) (1995). <i>The discourse of negotiation: Studies of language in the workplace</i>. Oxford: Pergamon.</p> <p data-bbox="472 1805 1425 1877">Fry, R. W. (2007). <i>101 great answers to the toughest interview questions</i>. Clifton Park, NY: Thomson/Delmar Learning.</p> <p data-bbox="472 1917 1425 1989">Hemphill, P. D. (2001). <i>Business communications with writing improvement exercises</i>. Upper Saddle River, NJ: Prentice Hall.</p> <p data-bbox="472 2029 1425 2056">Taylor, S. (2005). <i>Communication for business: a practical approach</i>.</p>																																														

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